

**6.—Cleric Licences, Permits, Leaves
of Absence and Letters Dimissory**

1. Every member of the Anglican Clergy who wishes to exercise his/her ministry within the Diocese shall be required to possess a licence or a general permit issued by the Bishop, which shall describe the ministry, which is so authorized.

LICENCES

2. The Bishop may in his/her discretion issue licenses to the following:
 - (a) all clerics, who shall be licensed to some particular charge within the Diocese; and
 - (b) all duly appointed or elected Diocesan officials who are clerics; and
 - (c) all other Anglican clerics in good standing who are deemed by the Bishop to be exercising ministry in the Diocese.
3. A license issued to assisting clerics (including but not restricted to: assistant curates, assistant priests, and associate priests, honorary assistants and deacons) shall terminate automatically upon the effective date of the resignation of the Rector/Incumbent/Priest-in-Charge of the parish/congregation.
4. A license is always issued by the Bishop and may be recalled at his/her discretion. When such license ceases to be in effect it must be returned to the Office of the Bishop.

GENERAL PERMITS

5. The Bishop may in his/her discretion issue general permits to the following by which they will be enabled to exercise ministry within the Diocese: Such persons will be welcome to attend and speak, but may not vote at Synod.
 - (a) “on leave” clerics living in the Diocese who are Priests or Deacons in good standing on the roll of this or another Anglican diocese and who wish to do part-time duty in the Diocese, or to be honorary assistants;
 - (b) retired clerics of this or other Anglican dioceses resident in the Diocese, who wish to do part-time duty, or be honorary assistants; and
6. A general permit issued to any assisting cleric shall terminate automatically upon the effective date of the resignation of the Rector/Incumbent/Priest-in-Charge of the parish/congregation.

7. A general permit is always issued by the Bishop and may be issued for either an indefinite or definite period but may be recalled at the discretion of the Bishop. When such general permit ceases to be in effect it must be returned to the Office of the Bishop.

LEAVES OF ABSENCE

8. Notwithstanding the provisions of the next two sections, a cleric serving in The Canadian Armed Forces or in the service of a Provincial Government or the Government of Canada, may be granted leave of absence by the Bishop from such cleric's charge or duties or from the Diocese for a period not exceeding two years, but such leave may be extended by the Bishop from time to time.
9. Except as provided in sections 8 and 10 hereof, a cleric who wishes to be temporarily released from the duties to which he/she has been appointed for any purpose for more than 90 consecutive days, with the intention of returning to active ministry in the Diocese, may be granted a leave of absence by the Bishop for a period of up to one year, which may be extended for further periods of one year's duration by the Bishop. The purpose and implementation of the leave of absence is to be consistent with applicable labour/employment laws. The terms are to be negotiated with the cleric, the Bishop or his/her designate and the approval of the Churchwardens. Temporary absences for up to 90 consecutive days shall not require an application for a leave of absence, but they must have the written approval of the Bishop before any announcement is made to the parish/congregation.
10. A cleric who temporarily relinquishes his/her full-time ministry for the purpose of entering secular work may be granted a leave of absence by the Bishop for a period of up to one year, which may be extended for a further period of one year by the Bishop. For the duration of any such leave of absence, his/her status, with regard to participation in the Pension Fund and other funds of the Diocese, shall be the same as if he/she had received Letters Dimissory from the Bishop.

LETTERS DIMISSORY

11. When a cleric in good standing from outside the Diocese accepts an appointment in the Diocese, the Bishop will make application to request Letters Dimissory from the bishop of the diocese wherein the applicant is currently canonically resident. When a cleric in good standing is canonically resident in the Diocese and accepts an appointment to another diocese, the Bishop shall consider issuing Letters Dimissory. In the case of refusal, the Bishop shall deliver his/her reasons for such refusal in writing to the applicant. Any refused applicant may demand that the Bishop refer the reasons to the Diocesan Sub-Council for a hearing to determine the sufficiency, and the applicant shall be bound by the findings of the Diocesan Sub-Council.
12. A cleric holding a license, or a general permit or who is on leave of absence shall be regarded as subject to the Episcopal jurisdiction of the bishop until he/she has been accepted into the Episcopal jurisdiction of the bishop of another diocese.